Virginia Department of Social Services

Professional Development Catalog for Child Care Professionals

SPRING
2012

Spring 2012 Calendar of Classes by Region

	CENTRAL			
	CHESTER	**RICHMOND**	**CHILD SAVERS**	**APPOMATTAX REGIONAL LIBRARY**
	John Tyler Community College	**Community College Workforce Alliance**	**200 N. 22nd St Richmond, VA 23223**	**209 E. Causon St Hopewell, VA 23860**
	RM M201	**RM WDCC-100C / 40**		
3/31			Al's Caring Pals (Day 1) 65721 \ Page 13	
4/7	EASTER	EASTER	EASTER	EASTER
4/14	END OF SPRING BREAK WEEK	END OF SPRING BREAK WEEK	END OF SPRING BREAK WEEK	END OF SPRING BREAK WEEK
4/21	Ethics for Early Childhood Professionals 65732 \ Page 15			Al's Caring Pals (Day1) 66122 \ Page 13
4/28		Teaching Young Children about Health, Safety & Nutrition 65731 \ Page 21	Al's Caring Pals (Day 2) 65721 \ Page 13	
5/5	Roles of Imagination, Play & Dramatic Play in Early Childhood 65715 \ Page 20	Making Meal Times Fun in the Early Childhood Classroom 65727 \ Page 18		
5/12				
5/19	Why is Creativity Important? 65714 \ Page 22	Facilitating Brain Development in Young Children 65815 \ Page 16		Al's Caring Pals (Day 2) 66122 \ Page 13
5/26	Memorial Day Weekend	Memorial Day Weekend	Memorial Day Weekend	Memorial Day Weekend

NOTE: Number listed after title is the Class Registration Number.

DSS TRAINING NOW AVAILABLE YEAR-ROUND ONLINE

This is the last semester VDSS will be offering classroom-based training.

Instead, VDSS will be offering online training year-round that includes all Early Childhood and School-Age Child Care Endorsement courses (55 courses, pp. 7 & 9), approved curricula to VDSS-approved trainers, and a Web site full of resources and links to training information, including the TIPS Calendar (p. 27) that lists relevant training provided by a variety of organizations statewide.

VIRGINIA DEPARTMENT OF
SOCIAL SERVICES

Spring 2012 Calendar of Classes by Region

	NORTHERN		PIEDMONT	EASTERN	
	ALEXANDRIA	SPRINGFIELD	ROANOKE	HAMPTON	VIRGINIA BEACH
	NOVA Community College	NOVA Community College	Virginia Western Community College	Thomas Nelson Community College	Tidewater Community College
	RM 275 & 277 / 40	RM 356 & 256 / 44	RM 206B / 35	RM 1301 / 40	RM H-178 / 40
3/31			Al's Caring Pals (Day 1) 66120 \ Page 13		
4/7	EASTER	EASTER	EASTER	EASTER	EASTER
4/14	END OF SPRNG BREAK WEEK	END OF SPRNG BREAK WEEK	END OF SPRNG BREAK WEEK	END OF SPRNG BREAK WEEK	END OF SPRNG BREAK WEEK
4/21	Incorporating Creativity into Early Childhood Curricula 65719 \ Page 17	Al's Caring Pals (Day 1) 66121 \ Page 13	Nutritional Guidelines in Early Childhood 65726 \ Page 19		
4/28		Moving' & Groovin': Using Movement to Help Young Children Learn 65717 \ Page 18	Ages & Stages of Development for School-Age Children 5 to 8 Years Old 65736 \ Page 12	Pinch, Pull, Twist, & Turn – Small Motor Development in Early Childhood 65720 \ Page 19	
5/5			Creating Appropriate Learning Environments in School-Age Child Care 65735 \ Page 14	Food Safety in the Child Care Environment 65729 \ Page 16	Safety in a Quality Early Childhood Environment 65725 \ Page 20
5/12	Homework, Holiday & Summer Activities for School-Age Children 65739 \ Page 17	Developing Healthy Habits in Young Children 65733 \ Page 15	Al's Caring Pals (Day 2) 66120 \ Page 13		
5/19	Planning Appropriate Activities for School-Age Children 65738 \ Page 20	Al's Caring Pals (Day 2) 66121 \ Page 13	Ages & Stages of Development for School-Age Children 9 to 12 Years Old 65737 \ Page 12	Facilitating Brain Development in Young Children 65814 \ Page 16	Child Abuse & Neglect: Recognition & Reporting for School-Age Children 65740 \ Page 14
5/26	Memorial Day Weekend	Memorial Day Weekend	Memorial Day Weekend	Memorial Day Weekend	

NOTE: Number listed after title is the Class Registration Number.

DSS TRAINING NOW AVAILABLE YEAR-ROUND ONLINE

This is the last semester VDSS will be offering classroom-based training.

Instead, VDSS will be offering online training year-round that includes all Early Childhood and School-Age Child Care Endorsement courses (55 courses, pp. 7 & 9), approved curricula to VDSS-approved trainers, and a Web site full of resources and links to training information, including the TIPS Calendar (p. 27) that lists relevant training provided by a variety of organizations statewide.

VIRGINIA DEPARTMENT OF
SOCIAL SERVICES

February 2012

Dear Early Education Professionals:

Have you updated your child care skills and education recently? If so, don't forget to save and enter these updates in the state's child care professional registry. This online registry will be available soon. Please continue to check our Virginia Department of Social Services' Web site for more information (*www.dss.virginia.gov/family/cc/professionals_resources.cgi*). You will be able to record your training and education, send in documentation for validation of these accomplishments, print a history of your classes, map credentials to Virginia's Career Lattice, print a Registry Certificate that can be used to market yourself for employment, learn about updates in your field, search for resources, and connect with other early educators. (See page 8.)

The professional registry is one of the new state initiatives leading to stronger infrastructure to support child care professionals. Additionally, we have heard the requests for training standards, more accessible training, and training that will lead to credentials. Here are some updates about other statewide infrastructure initiatives that will help you document your qualifications as an early education professional.

- **Virginia Department of Social Services Approved Training** - Standard criteria are being developed to help ensure that state-approved trainings are of high quality and address the Virginia *Competencies for Early Childhood Professionals* (*www.dss.virginia.gov/family/cc/professionals_resources.cgi*). VDSS-approved training will be monitored and evaluated based on delivery performance and other factors. Curricula will be available for state-approved trainers, and training will become market-driven and need-based. Reduced registrations and rising training costs have encouraged VDSS to look at alternative training systems. We found that local training events are more appealing to providers and can meet their unique local needs. Consequently, **this will be the last semester VDSS will be offering <u>classroom-delivered</u> training. Instead, VDSS will be offering all Early Childhood and School-Age Endorsement courses (55 courses) year-round through online training, approved curricula to VDSS-approved trainers, and a Web site full of resources and links to training information, including the TIPS Calendar (p. 27) that lists relevant training provided by a variety of organizations statewide.** There are numerous high quality training events being offered by early childhood organizations statewide, and we recommend that these organizations list their training on TIPS.

- All Virginia Department of Social Services (VDSS) **Early Childhood Endorsement Program and School-age Endorsement Program courses will be online in March 2012.** Many courses are already available now. To register for the online courses, please access: *ccwa.vccs.edu/crsSched.cfm?CatID=82*. The Early Childhood Endorsement Program is adding two more advanced endorsements which, when combined, provide the required 120 training hours for the national Child Development Associate (CDA) credential (See *www.cdacouncil.org* for required training categories.). Please see pages 7 and 9 for more information.

- **Over the next several years, we will observe increased collaboration and sharing of resources** across childhood sectors and organizations (i.e., Home Visiting Consortium; Early Intervention; state agencies for education, social services and health; Project Child HANDS; higher education; non-profit organizations; Virginia Partnership for Out-of-School Time; and others). Check out the "Guidance & Resources" option on this VDSS link at: *www.dss.virginia.gov/family/cc/professionals_resources.cgi*.

- **Please take advantage of the NEW VDSS classroom courses this semester that include:**

  - Developing Healthy Habits in Young Children (page 15)
  - Food Safety in the Child Care Environment (page 16)
  - Homework, Holiday and Summer Activities for School-age Children (page 17)
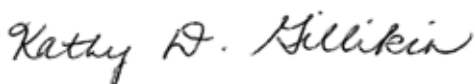
- Pinch, Pull, Twist, and Turn—Small Motor Development in Early Childhood (page 19)
- Planning Appropriate Activities for School-age Children (page 20)
- Roles of Imagination, Play and Dramatic Play in Early Childhood (page 20)

- Are you struggling with children's behavior issues and aggression? **Al's Caring Pals provides effective strategies for home-based care providers to teach children ages 3-8** about self-control, conflict resolution, and problem-solving. A Teacher Resource Kit is included. (page 13).

- **Due to its popularity, the Virginia Child Care Provider Scholarship Program has exhausted its funding for State Fiscal Year 2012.** College scholarships for the Spring and Summer 2012 semesters are no longer available. Applicants may begin applying for scholarships again during the Fall 2012 application period (June 15 - August 1).

Thank you for your continued efforts to provide the best care for "your" children and the families in the community that you serve. With your dedication, use of respectful behavior management techniques, and the skilled implementation of planned learning activities, you are helping to prepare productive and emotionally-intelligent leaders for tomorrow. Do not underestimate your terrific contribution to society, and the reassurance that families feel knowing that their child is safe and thriving while they earn a living. It is our hope that all caregivers will continue their training and education to strive to meet and exceed any new statewide professional standards, whether through program licensing requirements, the Virginia Star Quality Initiative, accreditation, industry best practices, public demand, or an employer's requirements. As always, the ball is in your court….and we are here to support your child care professional ambitions.

We look forward to serving you in a different capacity, but one that we anticipate will provide a higher level of quality and consistency statewide.

I remain at your service,

Kathy D. Gillikin

Kathy D. Gillikin
Quality Child Care Program Manager
Division of Child Care and Early Childhood Development
Virginia Department of Social Services

VDSS Mission:
People helping people triumph over poverty, abuse and neglect to shape strong futures
for themselves, their families and communities.

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Table of Contents

Registration Information – Please Review Carefully!

Early/School-Age Care and Education Professional Classes

The Division of Child Care and Early Childhood Development, of the Virginia Department of Social Services, provides classes throughout the Commonwealth of Virginia for early/school-age care and education professionals. This catalog includes the following:

- Classes for the Spring 2012 Semester – including a calendar of classes by region
- Other Resources
- Additional Educational Opportunities
- Virginia Professional Development Career Lattice

The VDSS training catalog may be viewed at *www.dss.virginia.gov/family/cc/development_catalog.cgi*.

These classes are open to early/school-age care and education professionals from:

- Licensed child day centers
- Certified preschools
- Public school preschool programs
- Voluntarily registered family day homes
- Unregulated child care providers paid by local departments of social services
- Religious exempt child day centers
- Early Head Start / Head Start programs
- Licensed family day homes
- Family day homes approved by a family day system
- Other early/school-age care and education professionals

GENERAL INFORMATION

- Carefully review the catalog and the registration procedures and payment options.
- Use the Spring 2012 Calendar of Classes by Region to help locate classes in your area.
- Photocopy the VDSS Class Registration Form as needed and **fully complete one (1) form per participant**.
- Make a copy of the completed VDSS Class Registration Form for your records before you submit it.
- Community College Workforce Alliance (CCWA) will mail class confirmation letters and directions once registrations have been received.
- If the class is filled or your registration arrives late, your payment will be returned to you. CCWA MUST RECEIVE REGISTRATION SEVEN (7) DAYS PRIOR TO THE CLASS DATE. No late registration will be accepted.
- A $15 fee will be charged on checks returned for insufficient funds.
- Refreshments will not be provided. However, you may bring your own.

Registration Procedures and Payment Options –
Please review carefully!

REGISTRATION OPTIONS

1. **To Register for Classes by Mail**
   - Fully complete the VDSS Class Registration Form on page 4 **(one (1) form per participant)**.
   - **REMINDER:** Make a copy of the completed VDSS Class Registration Form for your records *before* you mail it!
   - Mail the form with your payment made payable to:

     COMMUNITY COLLEGE WORKFORCE ALLIANCE (CCWA)
     ATTN: Child Care Classes (WDCC)
     P.O. Box 85622
     Richmond, VA 23285-5622

2. **To Register for Classes by Fax (Credit Card Payments Only!)**
   - Fax your completed Registration Form (credit card payment information must be completed) to: (804) 371-3414

3. **To Register ONLINE (Credit Card Payments Only!)**
   - Go to: *www.ccwa.vccs.edu*
   - Click on: *VDSS Child Care Training*
   - Select your class
   - Complete the Online Registration Form (credit card payment information must be completed)
   - Click Submit. (You will receive a confirmation that your registration has been received. This is NOT your confirmation to attend the class. CCWA will mail class confirmation letters and directions after registrations are processed.)

ATTENDING CLASSES

- You **MUST** bring your class confirmation letter to the class in order to be admitted and to receive a certificate.
- **If you have not received a confirmation letter at least one week prior to the class date, please call the CCWA office at (804) 523-2298 or email *VDSSclasses@ccwa.vccs.edu*.**
- **Do not attend the class unless you receive a confirmation letter or verify with CCWA that you are registered.**
- Walk-ins are NOT allowed. People who arrive at a class without pre-registering will not be admitted.
- If you are unable to attend or plan to send a substitute in your place, please call the CCWA office as soon as possible at (804) 523-2298.
- **Be on time.** Review directions and a map in advance to avoid getting lost. Clock hours will be reduced on the training certificate if you arrive late or leave early.
- Children are **NOT** allowed at VDSS classes. Participants bringing children will not be admitted.

REFUNDS

Participants may withdraw up to five business days before the class is scheduled to begin and receive a refund. No refunds are provided after this time. **To withdraw from a class, you must notify CCWA in writing.** Refund checks come from the Virginia State Treasury office and generally **will take six weeks to process.**

CANCELLED CLASSES

Each class is offered on the condition of adequate enrollment; VDSS and CCWA reserve the right to cancel or discontinue any class because of low enrollment or for other reasons deemed sufficient. VDSS and CCWA reserve the right to make the necessary changes in this schedule that may be dictated by enrollment, personnel requirements, or availability of facilities. **If a class is cancelled by VDSS or CCWA, a credit will be issued toward a future class.**

CONTINUING EDUCATION UNITS (CEU)s

In addition to the clock hours you will earn for each class, all VDSS early/school-age care and education professional classes now offer CEUs. The number of CEUs awarded depends upon successful class completion and varies according to class length. 0.1 CEU is awarded for each hour of actual instruction (e.g., a 4-hour class = 0.4 CEUs).

The Community College Workforce Alliance (CCWA) is a partnership between J. Sargeant Reynolds Community College and John Tyler Community College to serve the workforce and economic development needs of the region.

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TOPIC/TITLE	HOURS	COURSE NUMBER	FEES PER PERSON	PAGE NUMBER
Ages & Stages of Development for School-Age Children 5 to 8 Years Old	4	CHLD 2079	$20	Page 12
Ages & Stages of Development for School-Age Children 9 to12 Years Old	4	CHLD 2080	$20	Page 12
Al's Caring Pals (2 Day class)	10	CHLD 2062	$40	Page 13
Child Abuse and Neglect: Recognition and Reporting for School-Age Children	4	CHLD 2084	$20	Page 14
Creating Appropriate Learning Environments in School-Age Child Care	4	CHLD 2078	$20	Page 14
Developing Healthy Habits in Young Children	4	CHLD 2074	$20	Page 15
Ethics for Early Childhood Professionals	4	CHLD 2072	$20	Page 15
Facilitating Brain Development in Young Children	4	CHLD 2089	$20	Page 16
Food Safety in the Child Care Environment	4	CHLD 2070	$20	Page 16
Homework, Holiday & Summer Activities for School-Age Children	4	CHLD 2083	$20	Page 17
Incorporating Creativity into Early Childhood Curricula	4	CHLD 2058	$20	Page 17
Making Meal Times Fun in the Early Childhood Classroom	4	CHLD 2069	$20	Page 18
Movin' and Groovin': Using Movement to Help Young Children Learn	4	CHLD 2056	$20	Page 18
Nutritional Guidelines in Early Childhood	4	CHLD 2068	$20	Page 19
Pinch, Pull, Twist, and Turn – Small Motor Development in Early Childhood	4	CHLD 2061	$20	Page 19
Planning Appropriate Activities for School-Age Children	4	CHLD 2081	$20	Page 20
Roles of Imagination, Play and Dramatic Play in Early Childhood	4	CHLD 2052	$20	Page 20
Safety in a Quality Early Childhood Environment	4	CHLD 2066	$20	Page 21
Teaching Young Children about Health, Safety and Nutrition	4	CHLD 2071	$20	Page 21
Why is Creativity Important?	4	CHLD 2050	$20	Page 22

VDSS Class Registration Form

NOTE: This form cannot be submitted electronically from the VDSS website. Fill out, print and mail or fax to CCWA. You can either print a copy of the blank form and write in the requested information, or you can type the requested information directly into the Registration Form and print it. You cannot save data typed into this form. Mail or fax the completed form(s) to CCWA as directed at the bottom of the form.

One Registration Form Per Participant

Name: Last: _____ First: _____ Full Middle: _____

Date of Birth: Month: _____ Day: _____ Year: _____ Gender: ○ Male ○ Female

Former/Maiden Name, if any: Last: _____ First: _____ Full Middle: _____

Have you ever attended or been employed by a Virginia community college? ○ No ○ Yes If yes, please provide your EMPLID:_____

Racial / ethnic group (optional): ○ American Indian ○ Asian or Pacific Islander ○ Black ○ Hispanic ○ White ○ Other: _____

E-mail address: _____ Home phone: (_____) _____

Mailing Address–Confirmation Letter Will Be Mailed to this Address (Please check one.) ○ Home ○ Business

Street: _____

City: _____ State: _____ Zip: _____

City or county of residence: _____

Employer business name: _____

Employer business phone: (_____) _____ , extension: _____ Business fax: (_____) _____

Employer business street address: _____

City: _____ State: _____ Zip: _____

Please enroll me in the following early/school-age care and education professional class(es)

Course Number	Reg. No.	Course Title	Date	Location	Cost
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Payment Information

○ Check (make payable to CCWA) Check #: _____

○ Credit Card ○ Visa ○ MasterCard Credit card #: _____ Expiration date: _____

CVV number (3-digit security code found on the back of your credit card): _____

Cardholder's name (please print): _____

Agency / corporate card? ○ No ○ Yes Employer name: _____ EIN no: _____

*Participant's Social Security number: _____ - _____ - _____

Mail the form with your payment made payable to

Community College Workforce Alliance (CCWA), ATTN: Child Care Classes (WDCC), P.O. Box 85622, Richmond, VA 23285-5622 OR

Fax this form with credit card information to: (804) 371-3414

For questions, please call CCWA at (804) 523-2298 or email *VDSSclasses@ccwa.vccs.edu*. To view the catalog, visit the Virginia Department of Social Services at *www.dss.virginia.gov/family/cc/development_catalog.cgi*.

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* SSN is required in order to register per Section 6050S of the Restructuring and Reform Act of 1998. The VCCS will only use your social security number in accordance with federal and state reporting requirements, and for identification and research purposes within the VCCS. It shall not permit further disclosure unless required or authorized by the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. Code 1232G, or pursuant to your obtained consent.

Early Childhood Endorsement Program (ECEP)
Virginia Professional Development Registry Information
School-Age Child Care Endorsement Program
Online Course Information
Medication Administration Training (MAT) Program

Virginia Department of Social Services (VDSS)
Early Childhood Endorsement Program (ECEP)

GREAT NEWS! **VDSS EARLY CHILDHOOD ENDORSEMENT PROGRAM IS EXPANDING!**

The VDSS Early Childhood Endorsement Program is expanding! In addition to the previously offered courses, **25 all-new classroom-based and online courses** have been developed to provide enhanced professional development opportunities for early childhood professionals in Virginia.

The Early Childhood Endorsement Program now offers four endorsements:
1. Infant and Toddler Endorsement
   (for professionals working with infants and toddlers)
2. Preschool Endorsement
   (for professionals working with preschool children)
3. Early Childhood Endorsement I – Creativity Series
   (for professionals working with infants, toddlers, and preschool children)
4. Early Childhood Endorsement II – Health, Safety, Nutrition Series
   (for professionals working with infants, toddlers, and preschool children)

All of the Endorsements can be valuable as:
1. Entry-level credentials for employment in the field of early childhood
2. Demonstration of basic knowledge in working with infants, toddlers, and preschool children
3. Supplements to a child-related degree or credential that does not include instruction on infants, toddlers, or preschool children
4. Supplements to a degree or credential outside the field of early childhood

Additionally, successful completion of courses for the Endorsements can fulfill professional development options for teaching licensure renewal requirements, annual licensing requirements, and professional development options for early childhood professionals participating in Virginia's Star Quality Initiative Program. The courses can also be used to meet the training requirements for the **Child Development Associate (CDA)** credential.

Participants have two options by which to achieve an Endorsement:
1. Successful completion of the required VDSS-sponsored classroom-based or online courses as outlined on page 8
2. Successful completion of the required college credit courses offered by the Virginia Community College System outlined below:
   • Infant and Toddler Endorsement –
     CHD 166 Infant and Toddler Programs
   • Preschool Endorsement –
     CHD 120 Introduction to Early Childhood Education
   • Early Childhood Endorsement I – Creativity Series
     CHD 145 Teaching Art, Music and Movement to Children
   • Early Childhood Endorsement II – Health, Safety, Nutrition Series
     EDU 235 Health, Safety and Nutrition Education

OPTION 1 – PARTICIPATION VIA COMPLETION OF VDSS-SPONSORED COURSES
Individuals who wish to obtain either of the Endorsements must:
   • Register to attend the component courses outlined on page 8 (classroom-based or online)
   • Complete all required courses
   • Complete all assessments and submit for grading
   • Achieve a passing score of 70% or higher to receive either of the Endorsements

OPTION 2 – PARTICIPATION VIA COMPLETION OF COLLEGE CREDIT COURSES
Upon successful completion of the appropriate college credit course as noted above, participants are eligible to apply for the corresponding VDSS Endorsement. Individuals who wish to apply for either Endorsement based upon completion of college credit courses must:
   • Complete the application (available at *www.dss.virginia.gov/family/cc/professionals_resources.cgi*)
   • Enclose a copy of the college transcript or Letter of Completion from your instructor
   • Submit application, transcript or letter, and processing fee for each endorsement.

COURSE REQUIREMENTS FOR EACH VDSS ENDORSEMENT
Infant and Toddler Endorsement
The Infant and Toddler Endorsement requires completion of the following 12 classroom-based or online courses. Successful completion of each course provides 4 clock hours of training credit, with the exception of the Early Childhood Theorists course, which provides 6 clock hours of training credit. The courses can be taken in any sequence.
   • Ages and Stages of Development for Infants and Toddlers
   • Beyond Babble: Exploring Early Language Development
   • Child Abuse and Neglect: Recognition and Reporting
   • Creating an Appropriate Learning Environment for Infants and Toddlers
   • Early Childhood Theorists (Online or Independent Study)
   • Guiding the Behaviors of Infants and Toddlers
   • Health Screening for Child Care Professionals
   • Nurturing Productive Partnerships with Parents
   • Observation and Recording
   • Planning Activities for Infants and Toddlers
   • Preventing Injuries in the Child Care Environment
   • Understanding Temperaments of Infants and Toddlers

Preschool Endorsement
The Preschool Endorsement requires completion of the following 12 classroom-based or online courses. Successful completion of each course provides 4 clock hours of training credit, with the exception of the Early Childhood Theorists course, which provides 6 clock hours of training credit.The courses can be taken in any sequence.
   • Ages and Stages of Development for Preschool Children
   • Child Abuse and Neglect: Recognition and Reporting
   • Creating an Age-Appropriate Learning Environment for Preschool Children
   • Early Childhood Theorists (Online or Independent Study)

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Early Childhood Endorsement Program (ECEP) , cont'd

- Exploring Brain Development
- Guiding the Behaviors of Preschool Children
- Health Screening for Child Care Professionals
- Nurturing Productive Partnerships with Parents
- Observation and Recording
- Planning Appropriate Activities for Preschool Children
- Preventing Injuries in the Child Care Environment
- Reframing Discipline

Early Childhood Endorsement I – Creativity Series

The Early Childhood Endorsement I requires completion of the following 13 classroom-based or online courses. Successful completion of each course provides 4 clock hours of training credit. The courses can be taken in any sequence.

- Creative Junk for Fun and Learning
- Facilitating Brain Development in Young Children
- Incorporating Creativity into Early Childhood Curricula
- Movin' and Groovin': Using Movement to Help Young Children Learn
- Music in the Early Childhood Classroom
- Observing and Recording the Creative Process in Young Children
- Pinch, Pull, Twist, and Turn – Small Motor Development in Early Childhood
- Promoting Creativity and Including All Children
- Roles of Imagination, Play and Dramatic Play in Early Childhood
- Storytelling in the Early Childhood Curriculum
- Three-Dimensional Creative Activities for Young Children
- Two-Dimensional Creative Activities for Young Children
- Why is Creativity Important?

Early Childhood Endorsement II – Health, Safety, Nutrition Series

The Early Childhood Endorsement II requires completion of the following 12 classroom-based or online courses. Successful completion of each course provides 4 clock hours of training credit. The courses can be taken in any sequence.

- Chronic Health Conditions in Early Childhood
- Controlling Communicable Illness in the Early Childhood Classroom
- Creative, Healthy Cooking with Young Children
- Developing Healthy Habits in Young Children
- Ethics for Early Childhood Professionals
- Food Safety in the Child Care Environment
- Health Makes a Difference in Early Childhood
- Making Meal Times Fun in the Early Childhood Classroom
- Management of Injuries and Acute Illness in Early Childhood
- Nutritional Guidelines in Early Childhood
- Safety in a Quality Early Childhood Environment
- Teaching Young Children about Health, Safety and Nutrition

FOR ADDITIONAL INFORMATION CONTACT:

Aleta Lawson
Division of Child Care and Early Childhood Development
Virginia Department of Social Services
(804) 726-7468
ecep@dss.virginia.gov
www.dss.virginia.gov/family/cc/professionals_resources.cgi

PROFESSIONAL DEVELOPMENT REGISTRY FOR THE EARLY CHILDHOOD AND SCHOOL-AGE CHILD CARE PROFESSION

Virginia is one of a few states that do not currently have a statewide professional development registry.

A professional development registry is a tool used by the early childhood development and school-age care profession to:

- promote professional growth and development,
- gather and maintain core data, e.g., training and education, regarding providers and trainers and the training offered to providers,
- place individuals on one of the Career Lattice Step levels based on verified education and training information,
- recognize and honor professional achievements of early childhood development and school-age care professionals, and
- inform policy makers and partners, e.g., by tracking the impact of public and private investments in quality supports to child care programs.

Why join the registry?

- The registry tracks professional education and development (for all training) and provides a pathway (career lattice placement based on education and training) for child care providers who wish to advance in their career;
- Since education and training is verified by registry staff through submission of proper documentation (e.g., college transcripts, training certificates, etc.), a staff professional development record, which will be developed for each registry member, could potentially be used to verify compliance with licensing, accreditation, Virginia Star Quality Initiative, and credentialing requirements;
- The registry can assist individuals and program directors in professional development planning;
- The registry will help provide data on Virginia's early childhood and school-age care profession - data that we really haven't had access to in the past;
- The registry will provide recognition for providers' training and education by providing a Registry Certificate that can be posted and/or shared with employers and/or parents;
- The registry will have a trainer and training approval component, which will assist providers in finding quality trainers and training; and
- The registry will be Web-based and will provide access to a variety of helpful resources and information, including a resume builder, links to useful resources, information updates, frequently asked questions, etc.

LOOK FOR NEWS ABOUT THIS EXCITING, USEFUL TOOL IN THE NEAR FUTURE!

ALL-NEW SCHOOL-AGE CHILD CARE ENDORSEMENT!

Virginia Department of Social Services Division of Child Care and Early Childhood Development announces the ALL-NEW School-Age Child Care Endorsement! This endorsement is designed to provide basic knowledge for working with children 5 to 12 years old in any school-age child care program (e.g., before/after care, summer child care, family day home). Twelve all-new classroom-based and online courses have been developed to provide high quality training for school-age child care professionals in Virginia.

The VDSS School-Age Endorsement can be valuable as:
- Entry-level credential for employment in the field of school-age child care
- Demonstration of basic knowledge in working with children 5 to 12
- Supplement to a child-related degree or credential that does not include instruction on working with school-age children in a child care setting
- Supplement to a degree or credential outside the field of school-age child care

Additionally, completion of classes for the School-Age Child Care Endorsement can be used toward compliance with annual VDSS licensing requirements.

Individuals who wish to obtain the VDSS School-Age Child Care Endorsement must:
- Register to attend the component courses outlined below
- Complete all required courses
- Complete all assessments and submit for grading
- Achieve a passing score of 70% or higher to receive the School-Age Child Care Endorsement

The School-Age Child Care Endorsement requires successful completion of the following 12 classroom-based or online courses. Successful completion of each course provides 4 clock hours of training credit. The courses can be taken in any sequence.
- Ages and Stages of Development for School-Age Children 5 to 8
- Ages and Stages of Development for School-Age Children 9 to 12
- Child Abuse and Neglect: Recognition and Reporting for School-Age Children
- Clubs and Special Interest Groups for School-Age Children
- Creating Appropriate Learning Environments in School-Age Child Care
- Guiding the Behaviors of School-Age Children
- Health Screening for Child Care Professionals
- Homework, Holiday and Summer Activities for School-Age Children
- Observation and Recording of School-Age Children
- Partnerships with Parents of School-Age Children
- Planning Appropriate Activities for School-Age Children
- Preventing Injuries in the School-Age Environment

FOR ADDITIONAL INFORMATION CONTACT:
Aleta Lawson
Division of Child Care and Early Childhood Development
Virginia Department of Social Services
(804) 726-7468
ecep@dss.virginia.gov
www.dss.virginia.gov/family/cc/professionals_resources.cgi

ALL-NEW ONLINE TRAINING COURSES FOR EARLY CHILDHOOD AND SCHOOL-AGE CHILD CARE PROFESSIONALS!

The Virginia Department of Social Services Division of Child Care and Early Childhood Development announces the development of 55 online training courses available in Spring 2012. In addition to the availability of classroom-based courses, all courses for the Early Childhood and School-Age Endorsements (pp. 7-9) will be available **ONLINE**. Registration for the online courses follows the same procedures as registration for classroom-based courses (pp. 1-4).

Online training offers these benefits:
- Access to training without restrictions on time or location and based on individual needs and schedules
- Eliminates and reduces the total amount of time needed for training and training-related travel
- Allows participants to progress through training at their own pace – exiting courses, if needed and returning to where they left off for completion
- Ensures clear, consistent and instructionally-sound training that is interactive and promotes a deeper understanding of content
- Allows participants to verify their understanding of the information presented through Knowledge Checks
- Earning a Certificate of Completion upon successfully completing each course
- Presents additional resources to advance learning and professional development
- Access to courses as reference material for a period of time after completion

REGISTER TODAY!

MAT Requirements for Licensed and Regulated Child Day Programs

Code of Virginia
Drug Control Act CHAPTER 34.
§ 54.1-3408. Professional use by practitioners.
O. In addition, this section shall not prevent the administration of drugs by a person to a child in a child day program as defined in *§ 63.2-100* and regulated by the State Board of Social Services, the Child Day Care Council, or a local government pursuant to *§ 15.2-914*, provided such person (i) has satisfactorily completed a training program for this purpose approved by the Board of Nursing and taught by a registered nurse, licensed practical nurse, doctor of medicine or osteopathic medicine, or pharmacist; (ii) has obtained written authorization from a parent or guardian; (iii) administers drugs only to the child identified on the prescription label in accordance with the prescriber's instructions pertaining to dosage, frequency, and manner of administration; and (iv) administers only those drugs that were dispensed from a pharmacy and maintained in the original, labeled container that would normally be administered by a parent or guardian to the child.

Standards for Licensed Child Day Centers and Standards for Licensed Family Day Homes
The regulations for licensed child day centers and family day homes contain a standard that goes beyond the requirements of the law and require medication administration training for anyone who administers prescription AND non-prescription medications.

CHILD DAY PROGRAMS	MEDICATION ADMINISTRATION TRAINING
Child day centers (licensed)	Training required for administration of Prescription and Non-Prescription medications
Family day homes (licensed)	Training required for administration of Prescription and Non-Prescription medications
Religiously exempt child day centers (regulated)	Training required only for administration of Prescription medications
Voluntarily registered family day homes (regulated)	Training required only for administration of Prescription medications
Family day homes approved by a (licensed) Family Day System	Training required only for administration of Prescription medications
Certified preschools (regulated)	Training required only for administration of Prescription medications
Local ordinance approved family day homes	Training required only for administration of Prescription medications

Important Information
- **Get Answers to MAT Training Questions –** For answers to questions about MAT training, including MAT curriculum content, MAT procedures/processes, MAT or PMAT classes, MAT recertification, MAT/PMAT training certificates, approved MAT trainers, etc., contact **Medical Home Plus (MHP)** at: *MAT@medhomeplus.org*. MHP administers and manages the MAT Program under contract with VDSS.
- **Best Practice –** The Medication Administration Training for Child Day Programs teaches BEST PRACTICE and covers the administration of all medications, both prescription and non-prescription.
- **MAT Recertification –** MAT Certification is valid for three (3) years from the issue date indicated on the MAT Certificate. Providers and/or staff members must be recertified **prior to the date the certificate expires** in order to continue to administer medication to children in a child day program.
- **Two Options for Completing the MAT Course:**
  - *Classroom-based* – Providers may choose to complete the MAT course in a classroom setting with an approved MAT Trainer. Providers must attend the entire class and successfully pass the written and skills competencies. **Class size is limited to 8 participants.**
  - *Independent Study* – Providers may choose to complete the MAT course by independent study. The MAT Independent Study is made up of two parts. Part One is a self-paced, online review of the MAT course content using MAT course handouts, video segments and independent exercises. Part Two consists of hands-on practice time and testing with an approved MAT Trainer. Providers must successfully pass the written test and skills competencies. **Class size for Part Two of the MAT Independent Study is limited to 4 participants.** For more information on the MAT Independent Study visit: *www.medhomeplus.org/MAT/index.php*, scroll to MAT Independent Study for Child Day Programs in Virginia and click on the link to the instructions.
- **Find a MAT or PMAT Class –** To find scheduled Medication Administration Training (MAT) and Pre-Medication Administration Training (PMAT) classes, visit the VDSS website at: *www.dss.virginia.gov/family/cc_providertrain/tips.cgi*, scroll through the class listings. Be sure to contact the class sponsor for class details or registration information.
- **Find/Contact an Approved MAT Trainer –** To find/contact an approved Medication Administration Training (MAT) trainer, visit the Medical Home Plus website at: *www.medhomeplus.org/MAT/index.php*, under (MAT) Medication Administration Training, scroll to Find a MAT Trainer Near You.

CHLD 2079
Ages & Stages of Development for School-Age Children 5 to 8 Years Old

Length: 4 hours; 9:00 am – 1:00 pm
Fee: $20
Target Audience: Providers who work with school-age children

Overview: Participants will learn how to understand and support the continuum of growth and development across various domain areas for children ages 5 to 8.

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND *or* ON LOCATION
65736	4/28	Roanoke	Roanoke Higher Education Center Room 206B 108 North Jefferson Street

CHLD 2080
Ages & Stages of Development for School-Age Children 9 to 12 Years Old

Length: 4 hours; 9:00 am – 1:00 pm
Fee: $20
Target Audience: Providers who work with school-age children

Overview: This course addresses how to understand and be able to support the continuum of growth and development across various domain areas for children ages 9 to 12

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND *or* ON LOCATION
65737	5/19	Roanoke	Roanoke Higher Education Center Room 206B 108 North Jefferson Street

FAMILY DAY HOME PROVIDERS ONLY

CHLD 2062
Al's Caring Pals (2-day class)

Length: 10 hours; See Individual Classes
(working lunch – please provide your own lunch)
Fee: $40
Target Audience: Providers who work with children ages 3 to 8

Note: **Participants must attend both days of training to receive any training credit**, and to receive the Certificate of Completion

Overview: This 2-day course is designed specifically for home-based child care. Lively training sessions address the unique aspects of this setting and build the skills of providers. Down-to-earth approaches and practical materials prepare providers to help children learn to express and manage feelings, solve problems peacefully, accept differences, control impulses, cope, and make safe and healthy choices.

Al's Caring Pals provides training for local groups of home-based child care providers to strengthen their ability to nurture social-emotional development of the children in their care. The Al's Caring Pals materials kit equips each home-based child care provider with easy-to-use tools to develop children's skills related to traits of resilience such as self-control, social competence and problem-solving.

Each class participant will get their own Al's Caring Pals Kit to take home and use with their children. The Al's Caring Pals kit contains materials designed specifically for the home-based child care setting. The kit materials include:

- Flip card activity book
- Music CD with original songs
- Songbook
- Calm Down and Problem-Solving posters
- Photo

REG. NUMBER	DATE	CITY	ON LOCATION
65721	3/31 & 4/28	Richmond	Child Savers 200 North 22nd Street 9 am – 2 pm
66120	3/31 & 5/12	Roanoke	Roanoke Higher Education Center Room 206B 108 North Jefferson Street 9 am – 2 pm
66121	4/21 & 5/19	Springfield	NOVA Community College Springfield Campus Medical Edu. Building, Rm HE356 & 256 6699 Springfield Center Drive 9 am – 2 pm
66122	4/21 & 5/19	Hopewell	Appomattox Regional Library 209 East Causon Street 10:30 am – 3:30 pm

CHLD 2084
Child Abuse and Neglect: Recognition & Reporting for School-Age Children

Length: 4 hours; 9:00 am to 1:00 pm
Fee: $20
Target Audience: Providers who work with school-age children

Overview: Child care providers will learn how to recognize and manage suspected child abuse and neglect. This course provides instruction on types of abuse and neglect, strategies for responding to suspected child victims and their parents, the child protective services response process, and knowing when and how to report suspected abuse and neglect. Virginia law mandates that child care providers report suspected child abuse and neglect.

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND *or* ON LOCATION
65740	5/19	Virginia Beach	Tidewater Community College Advance Technology Center Room H-178 1700 College Crescent

CHLD 2078
Creating Appropriate Learning Environments in School-Age Child Care

Length: 4 hours; 9:00 am – 1:00 pm
Fee: $20
Target Audience: Providers who work with school-age children

Overview: This course is designed to assist school-age child care providers in creating meaningful, motivating, and productive environments for school-age children ages 5 to 12. The course provides an overview of the physical, social-emotional, and cognitive developmental characteristics of school-age children and how learning environments can impact their level of engagement in activities. In addition, the course will address ways to plan the use of space in settings whether they are dedicated to school-age child care or shared space environments. The course provides information guiding the selection and display of materials, and implementing flexible scheduling.

Objectives:

- Describe the developmental characteristics of school-age children.
- Recognize how the developmental characteristics of school-age children are impacted by the environment of the school-age care setting.
- Plan for ways to use space in a variety of settings whether the space is in a school, community center, child care center, family home care, or other setting.
- Practice strategies of selecting and arranging materials for school-age children.
- Utilize the principles of effective scheduling to develop flexible schedules for school-age programming.

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND *or* ON LOCATION
65735	5/5	Roanoke	Roanoke Higher Education Center Room 206B 108 North Jefferson Street

CHLD 2074
Developing Healthy Habits in Young Children

Length: 4 hours; 9:00 am to 1:00 pm
Fee: $20
Target Audience: Providers who work with infants, toddlers, and preschool children

Overview: This course will present a series of Healthy Habits for children to develop early in life so they can become lifelong habits. It will address day-to-day skills children need to remain healthy and safe as they go from early childhood to adulthood, including exercise, cleanliness, eating appropriately and getting the appropriate amount of rest.

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND or ON LOCATION
65733	5/12	Springfield	NOVA Community College Springfield Campus Medical Edu. Building, Room HE256 6699 Springfield Center Drive

CHLD 2072
Ethics for Early Childhood Professionals

Length: 4 hours; 9:00 am to 1:00 pm
Fee: $20
Target Audience: Providers who work with infants, toddlers, and preschool children

Overview: This course focuses on ethics as it relates to children in care, health, safety and families. Participants will learn appropriate ways to talk with children and parents about health, safety and nutritional issues. Lillian Katz's Stages of Professional Development will also be presented.

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND or ON LOCATION
65732	4/21	Chester	John Tyler Community College Chester Campus Moyar Hall, Room M201 A&B 13101 Jefferson Davis Highway

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VIRGINIA DEPARTMENT OF
SOCIAL SERVICES

CHLD 2089
Facilitating Brain Development in Young Children

Length: 4 hours; 9:00 am to 1:00 pm
Fee: $20
Target Audience: Providers who work with infants, toddlers, preschool children

Overview: This course provides the participants with background information about the major parts and functions of the brain and the impact of neglect on the development of the brain in young children from birth to age five. The stages of brain development in infants, toddlers and preschoolers will be presented through the physical, cognitive, language and social-emotional domains and participants will discover the crucial role they have in planning and creating an environment that will enhance the brain development of children in their care. Participants will learn strategies and experience activities enabling them to facilitate the brain development of the children in their early childhood settings.

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND or ON LOCATION
65814	5/19	Hampton	Thomas Nelson Community College Peninsula Workforce Development Ctr. Room 1301 600 Butler Farm Road
65815	5/19	Richmond	Community College Workforce Alliance Workforce Dev. & Conf. Center Room 100C 1630 East Parhamo Road

CHLD 2070
Food Safety in the Child Care Environment

Length: 4 hours; 9:00 am to 1:00 pm
Fee: $20
Target Audience: Providers who work with infants, toddlers, preschool children

Overview: This course addresses aspects of food safety related to personal hygiene, food preparation and storage. Foods that are choking hazards will be reviewed. Cooking activities to use with children will be included.

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND or ON LOCATION
65729	5/5	Hampton	Thomas Nelson Community College Peninsula Workforce Development Ctr. Room 1301 600 Butler Farm Road

VIRGINIA DEPARTMENT OF
SOCIAL SERVICES

CHLD 2083
Homework, Holiday & Summer Activities for School-Age Children

Length: 4 hours; 9:00 am – 1:00 pm
Fee: $20
Target Audience: Providers who work with school-age children

Overview: This course addresses how successful school-age programs must be based on the needs and interests of the school-age children being served. Participants learn about setting up and monitoring a homework program that will support and encourage school-age children to do their homework and learn through the process. Participants will explore ways to plan activities and thematic projects for those longer child care days during holiday vacations and summer sessions.

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND *or* ON LOCATION
65739	5/12	Alexandria	NOVA Community College Alexandria Campus Bisdorf Building, Room AA275 3001 North Beauregard Street

CHLD 2058
Incorporating Creativity into Early Childhood Curricula

Length: 4 hours; 9:00 am to 1:00 pm
Fee: $20
Target Audience: Providers who work with infants, toddlers, and preschool children

Overview: This course focuses on how the curriculum that encourages creativity the most in young children is an integrated, whole curriculum. In an integrated curriculum the artificial divisions among content areas are reduced. In an integrated curriculum the children are able to experience learning as a whole. Any curriculum can be infused with creative activities that stimulate and motivate children to want to learn.

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND *or* ON LOCATION
65719	4/21	Alexandria	NOVA Community College Alexandria Campus Bisdorf Building, Room AA277 3001 North Beauregard Street

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CHLD 2069
Making Meal Times Fun in the
Early Childhood Classroom

Length: 4 hours; 9:00 am to 1:00 pm
Fee: $20
Target Audience: Providers who work with infants, toddlers, and preschool children

Overview: This course focuses on appropriate meal time and nutritional practices for providers who work with young children. Healthy nutrition and food choices will be addressed, as well as feeding practices and strategies to make meal times enjoyable for children and adult caregivers. Providing for children with special nutrition needs will also be reviewed. Participants will learn how to use songs, poems, books and finger plays to promote healthy eating for young children.

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND *or* ON LOCATION
65727	5/5	Richmond	Community College Workforce Alliance Workforce Dev. & Conf. Center Room 100C 1630 East Parham Road

CHLD 2056
Movin' & Groovin':
Using Movement to Help Young Children Learn

Length: 4 hours; 9:00 am to 1:00 pm
Fee: $20
Target Audience: Providers who work with infants, toddlers, and preschool children

Overview: This course will focus on how young children seem to be in constant motion and how teachers of young children can use that propensity for motion to facilitate learning. Participants will learn how movement activities combine this natural inclination with activities that stretch their imaginations, exercise muscles, contribute to the formation of spatial and temporal concepts, and build respect for the uniqueness and ideas of others.

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND *or* ON LOCATION
65717	4/28	Springfield	NOVA Community College Springfield Campus Medical Edu. Building, Room HE256 6699 Springfield Center Drive

CHLD 2068
Nutritional Guidelines in Early Childhood

Length: 4 hours; 9:00 am to 1:00 pm
Fee: $20
Target Audience: Providers who work with infants, toddlers, and preschool children

Overview: This course focuses on nutritional guidelines for children and why they are important. The Food Guide Pyramid will be presented and activities to use with young children related to the Food Guide Pyramid will be demonstrated. Twenty (20) nutritional facts to think about will be introduced as guidelines for all teachers to understand related to children's nutrition needs, including: (1) meeting children's health needs, (2) respecting children's food choices, and (3) encouraging children to enjoy healthful foods.

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND *or* ON LOCATION
65726	4/21	Roanoke	Roanoke Higher Education Center Room 206B 108 North Jefferson Street

CHLD 2061
Pinch, Pull, Twist, & Turn – Small Motor Development in Early Childhood

Length: 4 hours; 9:00 am to 1:00 pm
Fee: $20
Target Audience: Providers who work with infants, toddlers, and preschool children

Overview: This course will focus on the development of small muscles using creative materials and activities. Participants will develop an understanding of how perceptual development can be enhanced through small muscle activity.

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND *or* ON LOCATION
65720	4/28	Hampton	Thomas Nelson Community College Peninsula Workforce Development Ctr. Room 1301 600 Butler Farm Road

CHLD 2081
Planning Appropriate Activities for School-Age Children

Length: 4 hours; 9:00 am – 1:00 pm
Fee: $20
Target Audience: Providers who work with school-age children

Overview: This course is designed to provide an overview of the physical, social-emotional, and cognitive developmental characteristics of school-age children and how learning about each child in the program is instrumental in providing a wide variety of activities and projects that will motivate these school-age children to participate. This course provides the participant with experiences to plan appropriate activities for school-age children for stand-alone activities and thematic projects and activities. It presents information related to normal growth and development and how this development is impacted and enhanced by program activities. This course also presents information and strategies to enable participants to plan meaningful activities for and with school-age children, ages 5 to 12, to enrich and extend learning experiences.

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND *or* ON LOCATION
65738	5/19	Alexandria	NOVA Community College Alexandria Campus Bisdorf Building, Room AA275 3001 North Beauregard Street

CHLD 2052
Roles of Imagination, Play & Dramatic Play in Early Childhood

Length: 4 hours; 9:00 am to 1:00 pm
Fee: $20
Target Audience: Providers who work with infants, toddlers, and preschool children

Overview: This course will examine how imagination, thinking and sharing play a role in the development of creativity. Important components of creative thinking will be presented. How play is critical in the child's learning environment will be discussed and the stages of play will be presented. Why it is important for teachers and parents to understand play will be explored. The underlying theme will be "Play is Child's Work."

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND *or* ON LOCATION
65715	5/5	Chester	John Tyler Community College Chester Campus Moyar Hall, Room M201 A&B 13101 Jefferson Davis Highway

VIRGINIA DEPARTMENT OF
SOCIAL SERVICES

CHLD 2066
Safety in a Quality Early Childhood Environment

Length: 4 hours; 9:00 am to 1:00 pm
Fee: $20
Target Audience: Providers who work with infants, toddlers, and preschool children

Overview: This course will describe ways of making a child's environment safe. The four basic principles of classroom safety management will be presented. The role of negligence in classroom safety issues will be examined. Age and stage issues related to safe classrooms will be reviewed.

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND or ON LOCATION
65725	5/5	Virginia Beach	Tidewater Community College Advance Technology Center Room H-178 1700 College Crescent

CHLD 2071
Teaching Young Children about Health, Safety and Nutrition

Length: 4 hours; 9:00 am – 1:00 pm
Fee: $20
Target Audience: Providers who work with infants, toddlers and preschool children

Overview: This course addresses appropriate topics to include in teaching children about health, safety and nutrition issues. How to develop a lesson plan for teaching health, safety and nutrition concepts will be presented. The importance of including families in the children's learning experiences will also be discussed.

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND or ON LOCATION
65731	4/28	Richmond	Community College Workforce Alliance Workforce Dev. & Conf. Center Room 100C 1630 East Parham Road

CHLD 2050
Why is Creativity Important?

Length:	4 hours; 9:00 am to 1:00 pm
Fee:	$20
Target Audience:	Providers who work with infants, toddlers, and preschool children

Overview: This course defines creativity and why it is important for children to be able to be creative through a variety of ways and in many different situations. It will examine the role aesthetics play in creativity and compare and contrast creativity and divergent thinking with conformity and convergent thinking. Possible barriers to creativity will be presented. The course will also include how art fosters child development and the development of positive self-concept in children. Both the ways parents and teachers help children develop creativity and enhance children's creative expression will be addressed. Classroom environments, attitudes of openness, acceptance and encouragement that allow for creativity will be discussed.

REG. NUMBER	DATE	CITY	AVAILABLE ONLINE YEAR-ROUND *or* ON LOCATION
65714	5/19	Chester	John Tyler Community College Chester Campus Moyar Hall, Room M201 A&B 13101 Jefferson Davis Highway

READ-A-BOOK PROGRAM

This program is administered and managed by the Virginia Child Care Resource and Referral Network (VACCRRN) under contract with VDSS.

This distance learning self-study program allows early childhood professionals to earn credit for training clock hours by reading children's literature and books on early childhood education and child development. The Division of Child Care and Early Childhood Development, a part of the Virginia Department of Social Services, collaborated with the Library of Virginia to place sets of books in each of the 350 public libraries across Virginia. The Read-A-Book Program focuses on the importance of incorporating children's literature across the curriculum, reading to and with young children daily, understanding early brain development, fostering language and literacy development, and communicating successfully with young children. This program currently offers two book report options for obtaining credit for training clock hours. You are encouraged to choose one or both to receive credit. You may read and report on more than one book, and be eligible to receive credit for training clock hours for each new book report submitted to the Virginia Child Care Resource and Referral Network (VACCRRN) for grading. All book report materials are free when accessed electronically. A $20.00 processing fee will be due when you submit materials for grading.

Option 1: Reading Children's Literature Books with Children

Option 1 requires you to read two children's literature books to your children and then develop a book report for each book that describes the activities and projects you developed to support the story or theme of the book. You may choose from the infant and toddler books placed in each public library in Virginia (titles listed on page 6 of the Read-A-Book Program booklet), or you may choose to use two of your favorite children's books.

Option 2: Reading Professional Books

Option 2 requires you to read one of the professional books listed in the Read-A-Book Program booklet on page 3, and then complete the corresponding book report. Each Virginia public library has at least one copy of the professional development books listed in the Read-A-Book Program booklet.

To Participate in Either Option

- Download and print the Read-A-Book Program booklet, which includes book lists, instructions, and all forms required for participation in Option 1, and the list of professional development books and special instructions to participate in Option 2, by visiting the VDSS website at: *www.dss.virginia.gov/family/cc/readbook.cgi*, or the VACCRRN website at: *www.vachildcare.org*, **OR**
- Request the Read-A-Book Program booklet via email at: *mamie@vachildcare.com*. If you request the program booklet by email, please specify whether you would like to receive the program booklet via email or by U.S. mail, **OR**
- Request the Read-A-Book Program booklet via U.S. mail using the form below (this option includes a $10 postage and handling fee to be paid upon request for materials).

Librarians do not have the Read-A-Book Program materials.

READ-A-BOOK PROGRAM BOOKLET REQUEST FORM

cut out or photocopy

Mailing Address
Read-A-Book Program
VACCRRN
VDSS – Distance Learning
308 Turner Road, Suite A
Richmond, Virginia 23225

Please attach a check made payable to VACCRRN for $10 to cover postage and handling when requesting Read-A-Book materials by U.S. mail.

Name: _____

Street Address Where Materials Should Be Sent: _____

City: _____ State: _____ Zip: _____

Telephone Number (including area code): (   )_____

Email address: _____

VIDEO TRAINING SERIES

The Virginia Department of Social Services (VDSS) offers two video-based training programs with study guides and testing materials. These programs are self-paced and child care professionals may earn four, six, or eight clock hours of training credit upon successful completion of the assessment materials.

To Participate

Child care professionals borrow the DVDs/videotapes and receive copies of the study guides and test materials from one of the eight regional licensing offices listed below. There is no cost for the study guides or testing materials. A twenty dollar ($20.00) processing fee per person is charged when submitting the completed assessments for grading. A ten dollar ($10.00) processing fee per person is charged if it becomes necessary to re-take an assessment.

To apply to receive credit for participation in either video series, each individual must complete the assessment materials for each program. Individuals must receive a passing grade to be awarded credit for training clock hours. Detailed instructions for participation are included with each study guide.

1 – DSS 101 - The Whole Child - A Caregiver's Guide to the First Five Years (TWC) is a video series production developed by WTVS Detroit and the Merrill-Palmer Institute at Wayne State University in 1998. It is based on the textbook of the same name written by Joanne Hendrick, Professor of Early Childhood Education Emerita at the University of Oklahoma.

2 – The Program for Infant/Toddler Caregivers (PITC) was developed by WestEd and the California Department of Education. A team of experts in child development, child care, adult education, and print and video production was assembled to work with national and state advisors to create this video production. The goal of the program was to develop meaningful training materials based on sound principles and proven practices. The materials were developed for both center-based and family day home providers and focus on caring for infants and toddlers.

To reserve the DVDs/videotapes for participation in either video series training program, please call your regional licensing office listed below.

Central Licensing Office: ....(804) 662-9773

Fairfax Licensing Office: ....(703) 934-1505

Eastern Licensing Office: ....(757) 491-3977

Valley Licensing Office: ....(540) 332-2330

Peninsula Licensing Office: ....(757) 247-8020

Piedmont Licensing Office: ....(540) 204-9624

Northern Licensing Office: ....(540) 347-6345

Western Licensing Office: ....(276) 676-5655

CHILD ABUSE & NEGLECT ONLINE COURSE

Two FREE online courses are available for child care providers who are mandated reporters. Please visit **www.dss.virginia.gov/family/cps/mandated_reporters/cws5691/index.html** for more information. Successful completion of either course provides 2 clock hours of training credit and all are welcome to take EITHER course.

- *Child Abuse and Neglect: Recognizing, Reporting, and Responding for Educators* (CWS5691), designed specifically for teachers and delivered via web pages that include videos that are delivered by RealPlayer.

- *Mandated Reporters: Recognizing and Reporting Child Abuse and Neglect* (CWS5692), developed for non-VDSS employees and delivered in Flash without videos.

NATIONAL PROGRAM FOR PLAYGROUND SAFETY (NPPS) ONLINE TRAINING OPPORTUNITIES

NPPS offers online courses that target the needs of child care providers. Listed below are two options.

Early Childhood Outdoor Play Inspectors (ECOPI) is an interactive online course that gives child care providers, licensing consultants, administrators, and professionals from the health and safety disciplines the knowledge and understanding needed to inspect the outdoor play area for safety. Through pictures, discussion, readings, and assignments, participants will gain the experience needed to inspect the early childhood outdoor play environment. The National Association for the Education of Young Children (NAEYC) recognizes the ECOPI certificate to meet the Physical Environment 9.B.07 criteria.

- Length of Course – once coursework is begun, participants have up to four weeks to complete the course, which is self-paced
- Clock Hours – 12 hours
- CEUs – 1.2

Playground Supervision for Child Care Providers is an online course that gives child care providers the opportunity to learn supervision practices in an outdoor play environment. Through instructional videos, pictures, and written information, providers will learn new supervision techniques to implement in their facilities.

- Length of Course – Once coursework is begun, participants have up to two weeks to complete the course, which is self-paced.
- Clock Hours – 1 hour
- CEUs – 0.1

To register:

Visit **www.playgroundsafety.org/training/online/index.htm**

For more information:

Contact the National Program for Playground Safety as listed below.
www.playgroundsafety.org
Phone: (800) 554-PLAY (7529)
Fax: (319) 273-7308
Email: **playground-safety@uni.edu**

BETTER KID CARE FROM PENN STATE

Department of Defense-funded Online Training – Need a course fairly quickly? Better Kid Care Distance Learning provides online courses that are research-based and presented using adult learning principles. The Department of Defense is funding provider training in areas with high density of Guard and Reserve families. In partnership with the University of Nebraska – Lincoln and NACCRRA, the DoD-funded training is available to Virginia licensed family child care providers or child care providers working in licensed facilities. Professional development credit hours will be offered and the cost is covered by the DoD. For providers not residing in designated high Guard and Reserve areas of the state, the training is available for $5.00 per lesson. Courses range from 1-2 hour lessons on a wide variety of topics, including some for directors and instructors. Courses may be accessed by using this Web address: **www.betterkidcare.psu.edu/page02a.html**.

TRAINING INFORMATION FOR PROVIDER SUCCESS (TIPS) CALENDAR

The Training Information for Provider Success (TIPS) Calendar permits for-profit, non-profit and governmental organizations to list child care provider training. The calendar lists all training opportunities in date order and provides a search feature that permits access to specific training, locations, and dates. VDSS offers this site as an informational service and does not endorse any non-VDSS training. The TIPS Calendar may be viewed at: *www.dss.virginia.gov/family/cc_providertrain/tips.cgi*.

DIRECTOR'S TOOLBOX

The Director's Toolbox, a training aid for directors and staff members in child care/child development centers, is available in PDF format at: *www.dss.virginia.gov/family/cc/professionals_resources.cgi*.

VIRGINIA CHILD CARE PROVIDER SCHOLARSHIP PROGRAM

VDSS provides the **Virginia Child Care Provider Scholarship Program** that pays for college tuition and technology fees for child care providers. The program pays for either a maximum of eight courses or the current maximum lifetime award, whichever comes first, at Virginia's institutions of higher learning, and is funded through the Federal Child Care and Development Fund. To obtain more information call 1-866-636-1608 or visit the website at: *www.dss.virginia.gov/family/cc/scholarship.cgi*.

EARLY CARE & EDUCATION RESOURCE DOCUMENTS

It is vital that we provide the necessary foundation for Virginia's young children so they can be successful in life. Consequently, two documents have been developed by the Virginia Early Childhood Alignment Project Task Force to serve as guides to assist adults in their important roles with young children.

The *Milestones of Child Development* document articulates a research-based set of child indicators and strategies for adults designed to support the growth and development of young children from birth to kindergarten entry. Providers can use the Milestones to:
- plan quality learning experiences for children,
- select appropriate curriculum materials,
- provide information to parents to facilitate their child's development, and
- explain how their program benefits and facilitates children's development.

The ***Competencies for Early Childhood Professionals*** document articulates standards for competent practice, identifying what early childhood professionals must know, be able to do, and care about to provide quality early care and education. Providers may use the Competencies to:
- identify staff training needs and develop or update training offered in-house to staff,
- develop an individual plan for professional development or a tool for tracking training,
- develop job descriptions, hiring practices, and salary structures, and
- support the professional credibility of staff receiving education and training that are based on the competencies.

To download these valuable documents, visit the website at: *www.dss.virginia.gov/family/cc/professionals_resources.cgi*.

VIRGINIA DEPARTMENT OF HEALTH, DIVISION OF PREVENTION & HEALTH PROMOTION

A FREE basic child passenger safety course for child care providers and other staff members is available through the Virginia Department of Health's Division of Prevention and Health Promotion. The 90-minute course is designed to give child care providers the basic knowledge of Virginia Child Passenger Restraint laws and information needed to properly restrain children during transport (e.g., type of seat needed based on child's age, height, and weight, proper placement in vehicle, etc.). In addition to requesting the training course, providers may also request to have a safety seat inspection for parents during pick-up of their children. To schedule a free class or safety seat inspection, or for more information, please contact Tobey Anne Allen at *tobey.allen@vdh.virginia.gov* or call (804) 864-7747.

VIRGINIA DEPARTMENT OF LABOR & INDUSTRY, DIVISION OF REGISTERED APPRENTICESHIP

Did you know that you can achieve a journeyworker's card in the field of Child Care? Registered Apprenticeship is a training system combining on-the-job training with child care related instruction. Many child care providers in Virginia are exploring this option as a way to enhance the training of current staff and bring new employees into the profession. Depending on each individual's circumstances, scholarship funding for some of the required coursework may be available through the Virginia Child Care Provider Scholarship Program. For more information about the Virginia Child Care Provider Scholarship Program, visit: *www.dss.virginia.gov/family/cc/scholarship.cgi*. Additionally, many of the classes in this catalog are already approved for credit toward an apprenticeship completion certificate. For more information about Registered Apprenticeship, contact this agency by email at: *apprenticeship@doli.virginia.gov*; call (804) 786-2382; or visit the agency website at *www.doli.virginia.gov*.

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VIRGINIA CHILD CARE RESOURCE & REFERRAL NETWORK (VACCRRN)

VACCRRN, a statewide network, works to ensure that high-quality child care is available and accessible to families throughout Virginia. VACCRRN network members are local child care resource and referral (CCR&R) agencies that provide services to families, early childhood professionals, and communities. VACCRRN agencies link families to information about selecting quality child care and maintain regional databases of providers that link families with child care options.

CCR&R agencies help child care providers maintain and improve quality of care by offering technical assistance and training in their local communities. Many member agencies have lending libraries for toys, equipment, and resources to enhance learning opportunities. Training sessions are scheduled by each member agency to meet the needs of their local providers and are offered via distance learning, as well as individual and group class sessions. In addition to providing their own training topics, VACCRRN member agencies provide training for providers using curricula such as, Wingspan's Al's Caring Pals for Family Child Care, ZERO TO THREE's Partnering with Parents: Preventing Child Abuse and Neglect*, The Center on Social, Emotional Foundations for Early Learning's Promoting Social and Emotional Competence*, Developing Your Family Child Care Business, and Dollars & Sense: Planning for Profit in Your Child Care Business.

VACCRRN training topics include:

Al's Caring Pals
- Strengthening resilience by:
  – listening to children
  – teaching and encouraging use of feeling language and kind words
  – valuing children's individuality
  – developing children's creativity
  – guiding problem-solving
  – involving children meaningfully in daily activities
  – communicating clear norms about healthy choices

Partnering with Parents: Preventing Child Abuse and Neglect
- Building Collaborative Relationships
- Early Brain Development
- Social-Emotional Development
- Understanding Temperament
- The Influence of Culture
- Understanding and Responding to Abuse
- Responses to Troubled Parents
- Challenging Behaviors

Promoting Social and Emotional Competence
- Promoting Children's Success
- Social-Emotional Teaching Strategies
- Individualized Intensive Interventions
- Leadership Strategies

Dollars & Sense:
Planning for Profit in Your Child Care Business
- The Provider Bill of Rights
- Contracts and Policies
- Rates, Fees, and Collection
- Effective Record Keeping
- Cash In, Cash Out
- Marketing Strategies
- Responsibilities of an Assertive Provider
- A Professional Business Plan

Scheduled training opportunities are listed on the VDSS TIPS Calendar at: **www.dss.virginia.gov/family/cc_providertrain/tips.cgi**.

To find the VACCRRN agency serving your community, contact VACCRRN at 1-866-KIDS-TLC (1-866-543-7852), or visit the website at: **www.vachildcare.org**.

Additional online training opportunities are provided by the National Association of Child Care Resource and Referral Agencies (NACCRRA) at: **naccrra.smarthorizons.org/child-care-providers.html**.

*NOTE: Continuing Education Units (CEUs) are available for this training when completed through a VACCRRN member agency.

SQUARE ONE

Square One offers prevention and early intervention (PEI) professional development training courses for child care providers/early childhood educators, home visitors, and parents. Training sessions will be held in 2-6 hour formats at various locations in Hampton Roads.

An Audio/Web Conference Series of 1-hour training sessions will be offered also. Participants will receive in-service training certificates upon completion of all trainings.

NEW! Online Training available – "Parental Health" and "Infant Development- 0-12 months" online courses are available on the Square One website in a 1-hour, self-paced format. Visit *www.SqOne.org*.

PEI courses include:

Parent/Child/Teacher Interaction
Dynamics/Indicators of Child Abuse & Neglect
Infant Care/Development/Health
    (0-12 mo., 13-36 mo., 37 mo. - 5 yrs.)
Growing a Brain & Advanced Brain Development
Mindful of Cultural Diversity
Infant/Toddler Milestones of Development
Language Development/Emerging Literacy
Working with Resistant Parents
Mental Health
Introduction to the "Early Childhood Environment Rating Scale" (ECERS)

Visit *www.SqOne.org* to view a course calendar and follow registration/payment procedures. For more information, contact Square One at info@sqone.org or call (757) 552-0293.

"Training Scholarships" are provided…Register early!

THE VIRGINIA INFANT & TODDLER SPECIALIST NETWORK

The Virginia Infant & Toddler Specialist Network strives to achieve excellence in early care by increasing the educational level and skills of those who care for infants and toddlers, whether in family homes or in centers. Through eight regional offices and 13 infant and toddler specialists, three levels of service are offered to those who care for children 0-36 months:

- on-site consultation, mentoring, and support for selected programs using quality improvement plans,
- training and technical assistance including webinars and audio-conferences to groups of caregivers/teachers and directors, and
- resources and linkages to existing professional development opportunities.

Please visit the Network's Web site at *www.va-itsnetwork.org* to obtain contact information about the infant and toddler specialist(s) in your area.

One audio conference and a webinar will be provided statewide by the Network for infant and toddler providers beginning in the spring 2012. They will address the following topics:

- **Audio conference – Providing Family Child Care for Infants and Toddlers**
  Tuesday, March 20, 2012 - 1:00 pm – 2:00 pm

- **Webinar – Quality Care Environments for Infants and Toddlers**
  Friday, May 4, 2012 - 1:00 pm – 2:00 pm

In the spring 2012, the Network will also conduct four Celebrating Babies and Tots Institutes for early care providers who serve infants and toddlers. Institutes will be held in four regions of the state on the following dates:

March 17 – Fredericksburg
April 21 – Newport News
April 28 – Weyers Cave
May 5 – Wytheville

Information and details for registering for the audio conference, webinar, and Celebrating Babies and Tots Institutes can be found on the Network's Web site.

The Virginia Infant & Toddler Specialist Network is a program of Child Development Resources, *www.cdr.org*, and is supported by the Virginia Department of Social Services (VDSS) Grant # 93.575, with funds made available to Virginia from the U.S. Department of Health and Human Services.

REDUCING THE RISK OF SIDS IN CHILD CARE

A FREE online course, entitled *Reducing the Risk of Sudden Infant Death Syndrome (SIDS) in Child Care!*, has been made available through the American Academy of Pediatrics (AAP) Healthy Child Care America. The course is designed to educate everyone who cares for babies, including child care providers, grandparents, health care professionals, babysitters, parents and relatives.

In one hour, participants will learn how to create a safe sleep environment to reduce the risk of SIDS and other sleep-related deaths. With an easy to use format, this course is available 24/7 from your home computer! Child care providers will receive a certificate of completion for 1.0 contact hour.

For information on how to access this FREE online course and for information and materials on how to reduce the risk of SIDS, visit *www.healthychildcare.org/sids.html*.

Other Resources

EARNED INCOME TAX CREDIT (EITC) PROGRAM

The Earned Income Tax Credit (EITC) is a tax credit for low-to-middle income individuals and families. An individual or family making as little as $10 could qualify, but you must file an income tax return to receive it – even if the Internal Revenue Service (IRS) doesn't require filing for your income level. An individual earning up to $13,460 a year or a family earning up to $43,352 a year may qualify. If you qualify for EITC, you also qualify to have your taxes prepared for free at one of many free tax preparation sites - including many local social service offices at: *www.dss.virginia.gov/localagency/*. Call 1-800-906-9887 to find the tax preparation site closest to you.

The EITC Program is not widely known; therefore, please share this information with staff, co-workers, and families in your programs. For more information on the EITC Program, visit *www.dss.virginia.gov/community/eitc.cgi*.

VIRGINIA SMALL BUSINESS FINANCING AUTHORITY - CHILD CARE FINANCING PROGRAM

If you are a **regulated** child care provider, you may be eligible to apply for a low-interest rate loan through the Virginia Small Business Financing Authority's Child Care Financing Program. Loan proceeds can be used to meet or maintain child care standards or to make quality enhancements to a child care program (e.g., playground equipment, infant care equipment, necessary renovations or repairs to comply with Department of Social Services health and safety standards, buses for transporting children, and education materials). Financing for this program is provided by VDSS through Child Care and Development Block Grant funds. For more information, including application materials, eligibility requirements, etc., visit the Virginia Department of Business Assistance website at: *www.vdba.virginia.gov*, select "Financing" or call 1-866-248-8814.

NEVER SHAKE A BABY

With the goal of preventing Shaken Baby Syndrome (also known as Abusive Head Trauma) through education, VDSS provides a Web page dedicated to Shaken Baby Syndrome awareness, prevention, education, resources and assistance. Please visit the VDSS web page at: *www.dss.virginia.gov/family/cps/shaken_baby.cgi*.

1-2-3 READ! VIRGINIA

The *1-2-3 READ!* storybook-based curriculum is a research-based early literacy curriculum developed by Child Development Resources (CDR) that has been proven to result in children, birth to age 3 years, achieving significant, measurable gains in their language and cognitive development. *1-2-3 READ!* is designed to build emergent literacy in infants and toddlers through a carefully planned set of experiences that lay the foundation for reading and writing success.

The *1-2-3 READ! Virginia Early Literacy Training* is an interactive, practical two-day training designed for you if you work with infants and toddlers in a group setting.

Who Should Attend?
Family/Home or Center-based caregivers who work with infants and toddlers (birth to 36 months) in group settings and who have not previously attended a 1-2-3 READ! two-day training. **Registration is restricted to individuals who have not attended *1-2-3 READ!* training in the past.**

What Will You Learn?
• Strategies for expanding children's language through storytelling and one-on-one conversations
• How to select and use books and print materials with infants and toddlers
• How to infuse literacy activities within a child's daily routines
• How to use story props to engage infants and toddlers in early literacy experiences
• Strategies for involving families in literacy activities, and MUCH MORE!!!

What Will You Receive?
• A certificate of attendance that can be used toward continuing training clock hours required by the Virginia Department of Social Services
• *A Guide for Using the* **1-2-3 READ!** *Curriculum Modules*
• Three curriculum module booklets and accompanying children's books
• Teacher Resource: *Story Stretchers for Infants and Toddlers: Experiences, Activities, and Games for Popular Children's Books*
• An opportunity to apply for follow-up on-site coaching and additional literacy materials

For more information visit the **1-2-3 READ!** website *www.123read.cdr.org* or contact Lisa McKean (757) 566-2840 or *lisam@cdr.org*.

How Much Does It Cost?
$15.00 per person. Each registered participant must attend both full days of the training. Once you register, your space is reserved and attendance is expected. **No refunds!**

1-2-3 READ! Virginia is a program of Child Development Resources (CDR), *www.cdr.org* and is supported by the Virginia Department of Social Services (VDSS) grant no. 93.575, with funds made available to Virginia from the U.S. Department of Health and Human Services.

Commonwealth of Virginia

EARLY CHILDHOOD AND CHILD CARE PROFESSIONAL DEVELOPMENT CAREER LATTICE

This document is a product of
Virginia's Early Childhood Development Alignment Project

An Initiative of

Virginia Department of Social Services
Division of Child Care and Early Childhood Development
careerlattice@dss.virginia.gov
www.dss.virginia.gov/family/cc/professionals_resources.cgi
03-01-12

Commonwealth of Virginia

Early Childhood and Child Care Professional Development Career Lattice

The Career Lattice details steps of career development based on training, education, and experience in the field. The Lattice provides guidance for any individual developing a plan for professional advancement in early childhood education and child care based on Virginia Department of Social Services (VDSS) Licensing Standards.

	ENTRY LEVEL		STEP I	STEP II	STEP III
	AIDE ENTRY LEVEL	FAMILY DAY HOME PROVIDER (FDH) ENTRY LEVEL	PROGRAM LEADER/TEACHER (PL) ENTRY LEVEL	VDSS EARLY CHILDHOOD AND SCHOOL-AGE CHILD CARE ENDORSEMENTS	120-CLOCK-HOUR CHILD DEVT. CREDENTIAL [PROGRAM DIRECTOR (PD) ENTRY LEVEL]
LICENSING REQUIREMENTS / TRAINING / EDUCATION	**LICENSING REQUIREMENTS:** • Minimum 16 yrs of age • Current TB Screening • Satisfactory Sworn Statement • Clear Criminal History Record Report • Clear Child Protective Services Central Registry Check • Ability to communicate with emergency personnel	**LICENSING REQUIREMENTS:** • Current TB Screening • Satisfactory Sworn Statement • Clear Criminal History Record Report • Clear Child Protective Services Central Registry Check • Demonstrated proficiency in English • Provider – Minimum 18 yrs of age • If employed after 6/30/10, high school program completion or equivalent • First Aid and Cardiopulmonary Resuscitation (CPR) • Assistant – Minimum 16 yrs. of age • If assistant 18 yrs. or older and left alone with children – First Aid and Cardiopulmonary Resuscitation (CPR)	**A. LICENSING REQUIREMENTS:** • Minimum 18 yrs of age • High school program completion or equivalent • Current TB Screening • Satisfactory Sworn Statement • Clear Criminal History Record Report • Clear Child Protective Services Central Registry Check • Ability to communicate with emergency personnel **B. LICENSING TRAINING REQUIREMENTS:** • Within six months prior to or one month after assuming Program Leader (PL) position, must receive a **minimum** of 24 clock hours of training related to the care of children, including, but not limited to: 1. Child Development 2. Playground Safety 3. Health/Safety 4. Preventing/Reporting Child Abuse/Neglect **HIGH SCHOOL EDUCATION OPTION:** • Within six months prior to or one month after assuming Program Leader (PL) position: Completion of Virginia Department of Education High School Early Childhood Education I & II with National Occupational Competency Testing Institute (NOCTI) Certification	**LICENSING REQUIREMENTS:** • FDH – Meets FDH Entry Level • PL – Meets Step I A & B **TRAINING:** • Virginia Department of Social Services (VDSS) Early Childhood and School-Age Child Care Endorsements (48 –150 clock hours) **OR:** **EDUCATION:** • CHD 166 – Infant and Toddler Programs (College course consisting of at least 3 credits) • CHD 120 - Introduction to Early Childhood Education (College course consisting of at least 3 credits) • CHD 145 – Teaching Art, Music, and Movement to Children (College course consisting of at least 3 credits) • EDU 235 – Health, Safety, and Nutrition Education (College course consisting of at least 3 credits)	**LICENSING REQUIREMENTS:** • FDH – Meets FDH Entry Level • PL - Meets Step I A • Program Director (PD) – Meets Step I A and minimum 21 years of age • PD without mgmt. experience[1] must have 10 clock hrs. of mgmt. training OR one child care mgmt. course OR one college course in business-related field **TRAINING:** • Minimum 120 clock hours of child-related training as specified by credentialing organization[2] and VA Standards for Licensed Child Day Centers (CDCs) **OR:** **EDUCATION:** • College courses equivalent to or exceeding 120 clock hours of training requirement as determined by credentialing organization[2] and VA Standards for Licensed CDCs **OTHER REQUIREMENTS:** • As determined by credentialing organization[2] and VA Standards for Licensed CDCs
EXPERIENCE	• None required at this level	• Provider - If employed after 6/30/10, 3 months of programmatic experience	• PL – 6 months supervised programmatic experience	• PL – 6 months supervised programmatic experience	• PL – 3 months • PD – 2 years w/1 year in staff supervisory capacity
CREDENTIAL	• None	• None	• None	• Infant & Toddler Endorsement • Preschool Endorsement • Early Childhood Endorsement I • Early Childhood Endorsement II • School-Age Child Care Endorsement	• 120-Clock-Hour Child Development Credential [e.g., Child Development Associate (CDA)]

[1] Mgmt. experience is defined as at least six months of on-the-job training in an administrative position that requires supervising, orienting, training, and scheduling staff.
[2] International or national credentialing organization that meets requirements as stated in 22 VAC 15-30-230 A 4 b of Virginia Standards for Licensed Child Day Centers.
[3] Child-related field such as, but not limited to, child care administration, early childhood administration, child development, early childhood development, early childhood education (ECE), human development, early childhood special education, child care, and elementary education (Early Childhood, PK-3, NK-3).

Commonwealth of Virginia
Early Childhood and Child Care Professional Development Career Lattice

The lattice indicates the *minimum licensing requirements* for professionals employed by organizations regulated by VDSS. For those individuals who wish to pursue a position that is regulated by another federal or state authority, a higher level of qualification may be required. For example, Head Start requires 50% of teachers to have an Associate degree (Step VI) or higher, 100% to have a minimum of a 120-clock-hour credential (Step III). Also, some employers may require a higher level of qualification, e.g., 98% of teachers employed by the Virginia Preschool Initiative program hold a Bachelor degree (Step VII) or higher.

STEP IV	STEP V	STEP VI	STEP VII	STEP VIII	STEP IX	
12-CREDIT COMMUNITY COLLEGE CERTIFICATE	**ONE-YEAR COMMUNITY COLLEGE CERTIFICATE**	**ASSOCIATE DEGREE**	**BACHELOR DEGREE**	**MASTER DEGREE**	**DOCTORATE DEGREE**	
LICENSING REQUIREMENTS: • FDH – Meets FDH Entry Level • PL – Meets Step I A • PD – Meets Steps I A & III **EDUCATION:** • Community College Certificate in approved course of study in child-related field[3] w/minimum of 12 total credits	**LICENSING REQUIREMENTS:** • FDH – Meets FDH Entry Level • PL - Meets Step I A • PD - Meets Steps I A & III **EDUCATION:** • One-year community college certificate in approved course of study in child-related field[3] w/minimum of 30 total credits	**LICENSING REQUIREMENTS:** • FDH – Meets FDH Entry Level • PL - Meets Step I A • PD – Meets Steps I A & III **EDUCATION:** • Approved course of study in child-related field[3]	**LICENSING REQUIREMENTS:** • FDH-Meets FDH Entry Level • PL-Meets Step I A • PD-Meets Steps I A & III **EDUCATION:** • Approved course of study in child-related field[3] or with child-related Licensure or Endorsement	**LICENSING REQUIREMENTS:** • FDH-Meets FDH Entry Level • PL-Meets Step I A • PD-Meets Steps I A & III **EDUCATION:** • Approved course of study in child-related field[3]	**LICENSING REQUIREMENTS:** • FDH-Meets FDH Entry Level • PL-Meets Step I A • PD-Meets Steps I A & III **EDUCATION:** • Approved course of study in child-related field[3]	LICENSING REQUIREMENTS / TRAINING / EDUCATION
• PL – 3 months • PD – 2 years w/1 year in staff supervisory capacity	• PL – 3 months • PD – 2 years w/1 year in staff supervisory capacity	• PL – 3 months • PD – 1 year	• PD – 1 year	• PD – 6 months	• PD – 6 months	EXPERIENCE
• Community College Certificate in child-related field[3] w/minimum 12 total credits	• One-year Community College Certificate in child-related field[3] w/minimum 30 total credits	• Associate in Applied Science • Associate of Science • Associate of Arts	• Bachelor of Science • Bachelor of Arts	• Master of Science • Master of Arts • Master of Education • Master of Teaching	• Doctor of Philosophy (Ph.D.) • Doctor of Education (Ed.D.)	CREDENTIAL

KEY: FDH – Family Day Home Provider PL – Program Leader/Teacher PD – Program Director

Professional Development Resources

TRAINING

ADULT EDUCATION

English for Speakers of Other Languages/GED	VA Adult Learning Resource Center, VCU	www.valrc.org/providers/provider_directory.php
GED Classes	VA Adult Learning Resource Center, VCU	www.vaged.vcu.edu/index.shtml

CHILD DEVELOPMENT

Apprenticeship Program	VA Dept. of Labor and Industry	www.doli.virginia.gov
TIPS Training Calendar	VA Dept. of Social Services	www.dss.virginia.gov/family/cc_providertrain/tips.cgi
VDSS Training	VA Dept. of Social Services	www.dss.virginia.gov/family/cc/professionals_resources.cgi

HEALTH AND SAFETY

Child Abuse and Neglect	VA Dept. of Social Services	www.dss.virginia.gov/family/cps/mandated_reporters/cws5691/index.html
Child Passenger Safety	VA Dept. of Health	email Tobey Allen at tobey.allen@vdh.virginia.gov
First Aid & CPR	American Red Cross	www.redcross.org
	American Heart Association	www.heart.org
	National Safety Council	www.nsc.org
	Health and Safety Institute	www.hsi.com
Playground Safety	National Program for Playground Safety	www.playgroundsafety.org

VDSS ENDORSEMENT

Early Childhood Endorsement Program	VA Dept. of Social Services	www.dss.virginia.gov/family/cc/professionals_resources.cgi

CREDENTIAL ORGANIZATIONS*

CDA	Council for Professional Recognition	www.cdacouncil.org
CDE, CCDE, VCDE	Child Development Education Alliance	www.cdealliance.org
ELS1, ELS2, ELS3	IACCEPT	http://iaccept.org
NAC	National Institute of Child Care Management	www.niccm.com
NAC, CCP	National Child Care Association	www.nccanet.org
PAC	Association of Christian Schools International	www.acsi.org
PS1, PS2	International Academy of Private Education	www.iapeservices.org

EDUCATION

Community College Certificates and Degrees	Virginia Community College System	www.vccs.edu or http://myfuture.vccs.edu/earlychildhood
Family and Consumer Sciences Classes (ECE)	VA Dept. of Education High School ECE I & II	www.cteresource.org/verso2/search
Higher Education Degrees	State Council of Higher Education for VA	www.schev.edu
Online Degreed ECE	Child Care Exchange	https://secure.ccie.com/opportunities-for-you/search-ece

FINANCIAL AID

VA Child Care Provider Scholarship Program	VA Dept. of Social Services	www.dss.virginia.gov/family/cc/professionals_resources.cgi
Various	Federal	www.studentaid.ed.gov/PORTALSWebApp/students/english/index.jsp
Various	State Council of Higher Education for Virginia	www.schev.edu/students/Payforcollege.asp